

Chairperson Scott Hickle
Vice-Chairperson Pete Bienski
Parliamentarian Nancy Hardeman



Commissioners
Michael Beckendorf
Leo Gonzalez
Bobby Gutierrez
Kevin Krolczyk
Prentiss Madison
Robert Swearingen

MINUTES

BRYAN PLANNING AND ZONING COMMISSION WORKSHOP MEETING THURSDAY, NOVEMBER 6, 2014 – 5:00 P.M. ROOM 305, BRYAN MUNICIPAL BUILDING 300 SOUTH TEXAS AVENUE, BRYAN, TEXAS

1. CALL TO ORDER.

Chairperson Hickle called the meeting to order at 5:07p.m.

Commission Members Present: Mr. Scott Hickle, Mr. Pete Bienski, Ms. Nancy Hardeman, Mr. Michael Beckendorf, Mr. Leo Gonzalez, Mr. Bobby Gutierrez, Mr. Kevin Krolczyk, Ms. Prentiss Madison, and Mr. Robert Swearingen.

Staff Members Present: Ms. Maggie Dalton, Staff Planner; Ms. Megan Hancock, Staff Assistant; Mr. Martin Zimmermann, Planning Manager; Ms. Lauren Crawford, First Assistant City Attorney; Mr. Randy Haynes, Senior Planner; Mr. Paul Kaspar, City Engineer; and Mr. Cody Cravatt, Development Manager.

2. STAFF ANNOUNCEMENTS (This item includes introductions of new employees, meeting reminders, upcoming events, and staff recognition).

- a. **Remaining regular meeting dates for 2014: November 20 and December 4.**
- b. **Fall joint meeting with City of College Station P&Z cancelled.**
- c. **City Council meeting date changes in November (11/25 to 11/18) and December (12/9 to 12/2).**
- d. **2015 Meeting Calendar to be presented at the next P&Z meeting.**

Mr. Zimmermann presented the staff announcements.

3. PLANNING AND ZONING COMMISSION SUBCOMMITTEE UPDATES (Questions may be directed to staff; no action will be taken).

- a. **Comprehensive Plan Update (Bienski/Hardeman/Hickle).**
- b. **Off-Street Parking for Multi-Family Developments (Beckendorf/Gonzalez/Gutierrez).**
- c. **Zoning/Land and Site Development Ordinance Updates (Hardeman/Madison).**
- d. **Rezoning/Conditional Use Permit process Changes (Hardeman/Krolczyk/Gutierrez).**

Mr. Zimmermann provided subcommittee updates.

**4. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF NOVEMBER 6, 2014
(Questions may be directed to staff; no action will be taken).**

Questions were directed to staff. No action was taken.

**5. STAFF PRESENTATION AND DISCUSSION REGARDING PARLIAMENTARY
PROCEDURE AND REQUIREMENTS OF STATE LAW AS THEY RELATE TO THE
FUNCTIONS AND DUTIES OF THE PLANNING AND ZONING COMMISSION AND
CASES THE COMMISSION CONSIDERS (Questions may be directed to staff; no action will
be taken).**

Ms. Lauren Crawford, First Assistant City Attorney, gave a presentation regarding the requirements of state law as they relate to the Commission. Questions were directed to staff. No action was taken.

**6. FUTURE AGENDA ITEMS (A Planning and Zoning Commission member may request that a
subject for which notice has not been given be placed on an agenda for a future meeting).**

Mr. Martin Zimmermann discussed possible follow-up with parliamentary procedure presentation by Ms. Mary Lynne Stratta after the first of the New Year.

7. ADJOURN.

Without objection, Chairperson Hickle adjourned the meeting at 5:52p.m.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the 20th day of **November, 2014.**

A. S. Hickle, Chairperson
Planning and Zoning Commission
City of Bryan, Texas

Martin Zimmermann, AICP
Planning Manager and Secretary to the
Planning and Zoning Commission